





APPLICATION FORM

CALIFORNIA READING AND LITERACY IMPROVEMENT AND PUBLIC LIBRARY CONSTRUCTION AND RENOVATION BOND ACT OF 2000 FUNDS

Administered by the California State Library, Office of Library Construction

The applicant local jurisdiction, pursuant to the Education Code, Title 1, Division 1, Part 11, Chapter 12, Articles 1-3, sections 19985-20011 and Title 5, Division 2, Chapter 3, sections 20430-20444 of the California Code of Regulations, hereby makes application for a state matching grant for the construction or remodeling of the public library facility described herein and in all supporting documents:

APPLICATION FORM INSTRUCTIONS:

-  Limit comments throughout the entire form to the space provided unless otherwise stated.
-  Single space responses, limiting type size to no smaller than 11 points if using a computer, or 12 pitch (elite) if a typewriter is used.
-  Attachments shall not be accepted unless required by regulation or called for in the application form.
-  Applicants shall submit a completed Application Form and six additional copies of the form.

(See section 20440 for complete application submittal requirements)

PROJECT IDENTIFICATION

1. Official Name of Project: > Ingleside Branch Library

2. Type of Applicant Jurisdiction: > (Check one only) City: ☐ County: ☐ City/County: ☒ District: ☐

3. Grant Applicant Name: > City and County of San Francisco

Legal name of jurisdiction that will own building

(For multipurpose projects, list the legal name of the jurisdictions that will own the public library portion of the multipurpose building.)

4. Authorized Official of the Applicant Jurisdiction: > Honorable Gavin Newsom

Mayor, Chairperson of Board of Supervisors, Head of Special District, authorized to sign the application

Title: > Mayor Phone: > 415.554.6141

E-mail: > gavin.newsom@sfgov.org

Address: > 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

5. Project Coordinator: > Marilyn Thompson, AIA

Name of individual who will have administrative control over the project for the applicant local jurisdiction

Title: > Bond Program Manager, Branch Library Improvement Program Phone: > 415.557.4234

E-mail: > mthompson@sfppl.org

Address: > 100 Larkin Street, San Francisco, CA 94102

6. Alternate Project Contact Person: > Mindy Linetzky

If the project coordinator is unavailable, the contact person shall be authorized to act in the capacity of the project coordinator.

Title: > Bond Program Administrator, Branch Library Improvement Prog. Phone: > 415.557.4354

E-mail: > mlinetzky@sfpl.org

Address: > 100 Larkin Street
San Francisco, CA 94102

7. Head of Planning Department: > Gerald G. Green

(For the applicant jurisdiction, if applicable. Special Districts are exempt.)

Title: > Director Phone: > 415.558.6411

E-mail: > gerald.green@sfgov.org

Address: > Department of City Planning, 5th Floor
1680 Mission Street, San Francisco, CA 94103

8. Head of Public Works or General Services Department: > Edwin M. Lee

If Applicable: Head of Public Works or General Services Department for the applicant jurisdiction. Special Districts are exempt.

Title: > Director Phone: > 415.554.6920

E-mail: > edwin.lee@sfgov.org

Address: > Department of Public Works, City Hall, Room 348
1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

9. Operating Library Jurisdiction: > San Francisco Public Library

Legal name of library that will operate the public library.

10. Library Director Name: > Susan Hildreth

Public library director for the library jurisdiction that will operate the public library.

Title: > City Librarian Phone: > 415.557.4232

E-mail: > shildreth@sfpl.org

Address: > San Francisco Public Library, 6th floor
100 Larkin Street, San Francisco, CA 94102

11. Alternate Library Contact Person: > Paul Underwood

If the library director is unavailable, the contact person shall be authorized to act in the capacity of the library director.

Title: > Deputy City Librarian Phone: > 415.557.4243

E-mail: > punderwood@sfpl.org

Address: > San Francisco Public Library, 6th floor
100 Larkin Street, San Francisco, CA 94102

12. Library Building Program Consultant: > Drew Harrington

(If applicable)

Title: > Library Consultant Phone: > 541.342.4034

E-mail: > drew.harrington@comcast.net

Address: > 1418 E. 23rd Avenue, Eugene OR 97403

13. Technology Planning Consultant > Lewis Loeven

(If applicable)

Title: > Director, Dept. of Telecommunications & Information Services Phone: > 415.554.0801
E-mail: > lewis.loeven@sfgov.org
Address: > 875 Stevenson Street, 5th Floor
San Francisco, CA 94103

14. Project Architect: > Wayne Gehrke, AIA License # > C 9207

Providing construction budget estimate and/or conceptual plans.

Title: > Principal, Fougerson/Group 4 Architecture Phone: > 650.871.0709
E-mail: > wgehrke@g4arch.com
Address: > 211 Linden Avenue
South San Francisco CA 94080

15. Project Manager: > Marilyn Thompson, AIA

(If applicable)

Title: > Bond Program Manager, Branch Library Improvement Program Phone: > 415.557.4234
E-mail: > mthompson@sfpl.org
Address: > San Francisco Public Library, 6th Floor
100 Larkin Street, San Francisco, CA 94102

16. Construction Manager: > Roberto Lombardi

(If applicable)

Title: > Construction Manager, Bureau of Construction Management Phone: > 415.706.2251
E-mail: > roberto_lombardi@ci.sf.ca.us
Address: > 1680 Mission Street
San Francisco, CA 94103

17. Construction Cost Estimator: > David Cobb

(If applicable)

Title: > Estimator, Davis Langdon Adamson Phone: > 415.981.1004
E-mail: > dcobb@dladamson.com
Address: > 170 Columbus Avenue, Suite 301
San Francisco, CA 94133

18. Hazardous Materials Consultant: > Glenn S. Young, R.G.

(If applicable)

Title: > Principal Geologist, Fugro West, Inc. Phone: > 510.268.0461
E-mail: > gyoung@fugro.com
Address: > 1000 Broadway, Suite 200
Oakland, CA 94607

19. Project Interior Designer: > Wayne Gehrke, AIA

(If applicable)

Title: > Principal, Fougerson/Group 4 Architecture Phone: > 650.871.0709
E-mail: > wgehrke@g4arch.com
Address: > 211 Linden Avenue, South San Francisco, CA 94080

TYPE OF PROJECT

New Public Library Building

1. Construction of a New Public Library Building
2. Conversion of an Existing Building into a New Public Library Building
3. Conversion and Expansion of an Existing Building into a New Public Library

Gross Total Project Square Footage

> _____ 6,100 SF

> _____ SF

> _____ SF

(Include both new & remodeled square footage.)

Gross Square Footage

Remodeling: > _____ SF

Expansion: > _____ SF

Priority:

☒ First Priority "Joint Use"

☐ Co-Location Joint Use

☒ Joint Venture Joint Use

☐ Computer Center

☐ Shared Electronic/Telecommunications

☒ Family Literacy Center

☐ Subject Specialty Center

☒ Homework Center

☐ Career Center

☐ Other similar collaborative library services with direct benefit to K-12 students

Specify: > _____

☐ Second Priority "All Others"

Existing Public Library Building

4. Remodeling an Existing Public Library Building
5. Remodeling and Expansion of an Existing Public Library Building

Gross Total Project Square Footage

> _____ SF

> _____ SF

(Include both new & remodeled square footage.)

Gross Square Footage

Remodeling: > _____ SF

Expansion: > _____ SF

☐ First Priority

A public library project in the attendance area of a public school that has inadequate infrastructure to support access to computers and other educational technology.

"Inadequate infrastructure" is defined as an incoming telecommunication connection to a school building of equal to or less than 512 thousand bits per second (512K bps)

Name of Public School: > _____

☐ Second Priority "All Others"

Field Act Applicability (Joint use projects only)

6. Is the project subject to the Field Act?

>

YES ☐

NO ☒

Multipurpose Buildings *(Multipurpose Building Projects Only)*

Is the project a Multipurpose Building?

>

YES ☐ NO ☒

(A multipurpose building is a multi-occupant facility, part of which is a public library and part of which is used for other purposes.)

Types of Multipurpose Building Uses & Square Footage Allocations

Space Use	SQ FT	%
1. Dedicated to Public Library Use <i>(Including Public Library / School Library Use, if Joint Use Project)</i>	> _____ SF	0 <i>Line 1 SF divided by (Line 1 SF + Line 3 SF)</i>
2. Dedicated to "Other" Uses	<u>SQ FT</u>	
A. Specify > _____	_____ SF	
B. Specify > _____	_____ SF	
C. Specify > _____	_____ SF	
D. Specify > _____	_____ SF	
E. Specify > _____	_____ SF	
F. Specify > _____	_____ SF	
G. Specify > _____	_____ SF	
H. Specify > _____	_____ SF	
3. Subtotal: Dedicated to "Other" Uses	> 0 SF <i>Add Lines 2A SF thru 2H SF</i>	0 <i>Line 3 SF divided by (Line 1 SF + Line 3 SF)</i>
4. Common Areas ¹		
5. Subtotal: Total of Common Areas ¹	> _____ SF <i>Must equal Line 6 SF + Line 7 SF</i>	
	<u>SQ FT</u>	
6. Public Library Pro Rata Share of Common Areas ¹	> 0 SF <i>Line 5 SF x % in Line 1</i>	
7. "Other" Uses Pro Rata Share of Common Areas ¹	> 0 SF <i>Line 5 SF x % in Line 3</i>	
8. TOTAL MULTIPURPOSE BUILDING SQUARE FOOTAGE	> 0 SF <i>Add Lines 1SF, 3 SF, & 5 SF</i>	
9. SF ATTRIBUTABLE TO PUBLIC LIBRARY USE	> 0 SF <i>Line 1 SF + Line 6 SF</i>	

¹ "Common Areas" are those areas of a multi-occupant building that are shared by all occupants, such as lobbies, vestibules, mechanical rooms, restrooms, custodial areas, delivery, shipping and receiving areas, loading docks, kitchenettes, auditoriums, meeting rooms, conference rooms, and storage areas that are used by all parties of a multipurpose building.

PROJECT PLANNING INFORMATION

Population Growth

When providing the 1980, 2000, and 2020 population figures below, the applicant shall count only those residents:

- (a) Within the official boundaries of the applicant jurisdiction, and
- (b) Within the service area of the proposed project, but
- (c) Exclude all people living within the boundaries of other special district, county, or city public library service areas, for which there is no public library service contract with the applicant.

All Projects:

1. **Public library project's service area 1980 population:** > 10,676
2. **Source:** > U.S. Census 1980
3. **Population Percentage Change from 1980 to 2000:** > 19%
4. **Public library project's service area 2000 population:** > 12,738
5. **Source:** > U.S. Census 2000
6. **Population Percentage Change from 2000 to 2020:** > 4%
7. **Public library project's service area 2020 population:** > 13,288
8. **Source:** > Association of Bay Area Governments

Joint Use Projects (Both Co-location & Joint Venture Projects):

9. **Project's public school attendance area(s) 1980 student population:** > 325
10. **Source:** > Aptos Middle School, San Francisco Unified School District records, 1981/82
11. **Population Percentage Change from 1980 to 2000:** > 149%
12. **Project's public school attendance area(s) 2000 student population:** > 810
13. **Source:** > Aptos Middle School, San Francisco Unified School District records, 2000
14. **Population Percentage Change from 2000 to 2020:** > -13%
15. **Project's public school attendance area(s) 2020 student population:** > 704
16. **Source:** > Aptos Middle School, SFUSD projection for 2011, furthest out available.

Existing Library Facility Square Footage

Existing Public Library:

1. The current gross square footage of the existing public library(s) being replaced is:

> _____ 0 SF
If no existing public library facility, enter "0."

Existing School Library: (Co-located Projects Only)

2. The current gross square footage of the existing school library(s) being replaced is:

> _____ SF
If no existing school library facility, enter "0."

Library Facilities Master Plan

Describe the relationship of the proposed project to other existing or planned library facilities for the jurisdiction.

The San Francisco Public Library system is comprised of the Main Library, 376,000 square feet, and 26 branch libraries, representing 170,000 square feet, for a total library square footage of 546,000. The Library serves a population of 791,600 in a city of 49 square miles. San Francisco is a city of neighborhoods; and the residents love their branch libraries. In 1994, City Proposition E, the Library Preservation Fund, was passed, which created a funding mechanism to support library operations including a dedicated share of property tax, a guaranteed share of the City's General Fund, and the requirement of maintaining the operation of the Main Library and a minimum of 26 branch libraries. Thus, San Franciscans have demanded a public library service strategy of many small, neighborhood libraries.

Up-to-date, seismically safe, technologically capable, flexible and welcoming library facilities are a priority for San Francisco. The Main Library opened in 1996, the Chinatown Branch Library was renovated and expanded in 1996, the Mission Branch Library was renovated in 1999, and the new Ocean View Branch Library was opened in 2000. In March 2000, San Francisco voters approved Proposition 14, the California Public Library Construction and Renovation Bond Act, by 74%, the highest approval level of any county in the state. In November 2000, San Francisco voters approved Proposition A, a \$105.9 million bond general obligation measure which created the Branch Library Improvement Program. This program is designed to support the renovation of the remaining 19 branch libraries, the replacement of 4 leased facilities with newly-constructed City-owned libraries and the construction of the 27th branch in the newly developing Mission Bay neighborhood. This program assumes that a maximum of \$10 million will be received by San Francisco from State Proposition 14 bond funds to make the program whole. When this program is complete, there will be an additional 55,000 square feet dedicated to branch libraries, increasing the current total branch library square footage by 32% of the current space. In January 2002, the Library completed a Branch Facilities Plan which includes assessments and projected modifications for all existing branch libraries, determines siting criteria and design guidelines for new libraries, and provides a functional building program which is a basis for all projects. Accessibility, flexibility and convenience in library services and facilities are the key goals of the Branch Library Improvement Program.

Due to the implementation of the Branch Library Improvement Program and the wide availability of electronic information resources, the San Francisco Public Library is moving to a service strategy where most branch libraries are 6,000 - 8,000 square feet and provide a wide array of resources and services for library users. The Main Library serves both as a branch for its immediate neighborhood and as the in-depth information and research collection for the system. The new and renovated branch libraries will serve as vibrant learning centers, becoming the "living rooms" of their neighborhoods, and provide collections and services that meet the diverse needs of their communities. The Ingleside Branch Library will become one of those community centers, with a program room to support its collaboration with the Aptos Middle School as well as to support library programs and community after-hours use. The branch libraries near the Ingleside Branch Library have been or will be improved. The 8,500 square foot Excelsior Branch Library will be completely renovated by early 2005. The 5,000 square foot, 2-story Ocean View Branch was opened in 2000 and serves as the community center for a low-income neighborhood. The 5,300 square foot Merced Branch Library will be renovated and slightly expanded by 2010.

Currently, the Library is not planning for construction of additional branch libraries because the population of San Francisco is stable and the City is primarily built-out, with limited opportunity for in-fill housing. The Library is monitoring plans for former military bases that are being programmed for public use in Hunter's Point, the Presidio and Treasure Island.

Age of the Existing Library Facility

See Definition of "Existing Public Library," section 20430.

All Projects

1. When was the existing public library building(s) that will be replaced or improved built? > N/A Year
If no existing public library facility, enter "N / A"

If proposed project will replace more than one building, list the oldest of the buildings.

Co-Located Joint Use Projects Only

In addition to the information listed above:

2. When was the existing school library building(s) that will be replaced or improved built? > Year
If no existing school library facility, enter "N / A"

If proposed project will replace more than one building, list the oldest of the buildings.

Condition of the Existing Library Facility

See Definition of "Existing Public Library," section 20430.

All Projects

3. When was the most recent structural¹ renovation or expansion of the existing public library building(s) that is to be replaced or improved by the proposed project? > N/A Year
If no existing public library facility, enter "N / A"

If proposed project will replace more than one building, list the oldest of the buildings.

Co-Located Projects Only

In addition to the information listed above:

4. When was the most recent structural¹ renovation or expansion of the existing school library building(s) that is to be replaced or improved by the proposed project? > Year
If no existing school library facility, enter "N / A"

If proposed project will replace more than one building, list the oldest of the buildings.

¹ Pertaining to the load bearing elements of the building

SITE INFORMATION

Ownership and Availability

Site

1. Is the library site currently owned by the applicant?

Yes ☒ No ☐

2. Will the library site be owned by the applicant?

Yes ☒ No ☐

3. Will the library site be leased by the applicant?

Yes ☐ No ☒

4. If the library site will be leased, provide the name of the owner: > N/A

5. Was the site acquired with funds from the "Class Size Reduction Kindergarten-University Public Education Facilities Bond Act of 1998"?

[See Education Code section 19995(c)]

Yes ☐ No ☒

6. Is the site currently dedicated to the operation of a public library?

Yes ☐ No ☒

Building *(For Conversion Projects Only)*

7. Is the building to be converted currently owned by the applicant?

Yes ☐ No ☐

8. Will the building be owned by the applicant?

Yes ☐ No ☐

Title Considerations

Site

9. Are there any exceptions to marketable record title?

Yes ☒ No ☐

Building *(For Conversion Projects Only)*

10. Are there any exceptions to marketable record title?

Yes ☐ No ☐

Appraisal

(No appraisal is required if the value of the land or building will not be claimed as an eligible project cost or a local matching fund credit.)

Site

11. What is the appraised value of the library site?
(or library portion of site, if multipurpose project)

> \$ 1,680,000

12. Does the appraiser have a State Certified General Real Estate Appraiser's License?

Yes ☒ No ☐

Building *(For Conversion Projects Only)*

13. What is the appraised value of the building?
(or library portion of site, if multipurpose project)

> \$

14. Does the appraiser have a State Certified General Real Estate Appraiser's License?

Yes ☐ No ☐

Site Use Potential

Accessibility

Describe the accessibility of the proposed site for the residents in the library service area:

Equal Access

Discuss the site's accessibility to all parts of the library service area and its location in relationship to the geographic center of the library service area. Discuss any natural and artificial barriers that may impede access to the site.

The Ingleside Branch Library will be a one-story building located on a prominent corner of the library's service area at Ocean Avenue and Plymouth Avenue, on the north side of Ocean Avenue. The branch library entrance will face Ocean Avenue.

The Ingleside neighborhood consists largely of single-family houses. Ocean Avenue, which runs east - west between Junipero Serra and Ocean Avenue at the Geneva Avenue split (at the entrance to San Francisco City College) is the major corridor for the community. A variety of commercial, social and civic organizations are represented along this approximately 1.5 mile route, including a senior center, church, chain stores such as Blockbuster and McDonald's and cafes. The branch library is located in the heart of this commercial district, approximately 1 mile from Junipero Serra and 1/2 mile from the entrance to Interstate 280. Because of this proximity to transportation avenues, the branch library will be easily accessible to residents of the entire service area. Pedestrian sidewalks run in front of the new branch library both on Ocean Avenue and along Plymouth Avenue. There is a traffic light at Ocean and Plymouth Avenue that eases access to residents living on the south side of Ocean Avenue. Street lights and pedestrian crossings punctuate the length of the corridor. Recent street improvements along Ocean Avenue included extending concrete bulbs into the street at cross walks to improve safety and to slow traffic.

The Ingleside Branch Library service area is bounded by Monterey Boulevard to the North, the 280 Freeway and Foerster to the East, Holloway Avenue and Mount Vernon to the South and Junipero Serra Boulevard to the West.

The south boundaries of the service area are distinguished by the geography; several rolling hills separate the neighborhoods, creating a natural boundary. Ocean Avenue continues crossing east over Interstate 280, with access over the highway provided for pedestrians, bicycles and mass transit as well as automobile to the Balboa BART (Bay Area Rapid Transit) station. Extensive plans to enhance and further improve the civic space and movement along the Ocean Avenue corridor are included in the Balboa Park Station Area Plan (San Francisco Planning Department, October 2002).

Public Transit Access

Number of public transit stops located within 1/4 mile of site: **> 9**

If public transit is available in the library service area, describe the various public transit access opportunities for the site. If no public transit is available in the library service area, enter "No Public Transit Service."

The Ingleside Branch Library is well served by public transit. The K municipal streetcar line runs above ground along Ocean Avenue and stops within 500 feet of the new branch library. This line connects with the Balboa Park BART (Bay Area Rapid Transit) station nearby, and the West Portal Muni station, for excellent connections to the rest of the City and the entire Bay Area. Recent Ocean Avenue street improvements have been completed. These extensive renovations focused on streetscape and public transportation improvements. The multi-year, multi-project effort was undertaken by the City's municipal railway (MUNI) and other City departments and included improved lighting and installation of new MUNI passenger platforms.

In addition to the streetcar line, the branch library is served by six bus lines, as follows. Five of these lines offer wheelchair access during all operating hours (indicated by a * on the following list).

The K streetcar line has an accessible station at Ocean and Brighton, within 500 feet of the library.

K – 7 days a week, every 6-20 minutes;

54* – 7 days a week, every 22 minutes;

29* – 7 days a week, every 10-20 minutes;

15* – 7 days a week, every 6-20 minutes;

36* – 7 days a week, every 20 minutes;

and 91* Owl – 7 days a week (between midnight-5:00am) every 20 minutes.

BART serves the Ingleside community via the Balboa Park BART station which is located one block east of Interstate 280 adjacent to the City College campus. The BART system includes stations in San Francisco and throughout the bay area and is fully accessible. Balboa Station is directly served by four BART lines, 3 streetcar lines, 8 bus lines and myriad shuttle services.

Pedestrian & Bicycle Access

Describe other access opportunities such as pedestrian walkways and bicycle paths. Discuss plans for amount and location of bicycle parking, including local ordinance requirements.

The Ingleside Branch Library is surrounded by sidewalks for easy pedestrian access. Curb cuts are located at all corners to facilitate access by persons with disabilities. Ocean Avenue is currently a City designated bike route. The branch library will be located within an area covered by the Balboa Park Station Area Plan. This plan includes many proposals directly related to improving bicycle and pedestrian access to the Ingleside neighborhood including: adding a bicycle lane on parts of Ocean Avenue which do not currently have one; installing boldly-marked crosswalks so drivers will be aware that pedestrians are crossing; designating Holloway Avenue, a street that runs parallel to Ocean two blocks to the south, as a "bicycle boulevard;" widening sidewalks in the area to improve pedestrian access; and installing boldly-marked crosswalks to improve pedestrian safety when crossing streets.

The City and County of San Francisco Bike Ordinance Sec. 155.1 Bicycle Parking Requirements for City-Owned and Leased Buildings stipulates that the Visitacion Valley Branch have the following:

*Class 2 Bicycle Parking spaces - These are bicycle racks that permit the locking of the bicycle frame and one wheel to the rack and which support the bike in a stable position without damage to wheels, frame or components. The racks will be placed within 50 feet of the entrance to the building and not impede pedestrian or sidewalk traffic.

Section 155.1.c Required Number of Spaces (which includes libraries) - Requires the number of spaces to reflect "the average patron load in a building during peak use hours." Five spaces are required for buildings anticipating 51-300 users at peak hours; and we anticipate that we would not exceed 300 users at any one time.

Automobile Access

Describe the site's accessibility by automobile for residents of the library service area. Take into consideration traffic, traffic systems, and availability of curb cuts.

The Ingleside Branch Library will be sited on Ocean Avenue, which is the major thoroughfare for the community. Ocean Avenue runs east-west from the Excelsior District to the Sunset District, providing access to the southern part of the city, while Junipero Serra Boulevard runs north-south, connecting Ingleside to the West Portal neighborhood, to downtown and the northern part of the City via Portola/Market, and to the Peninsula via another connection to Interstate 280. An entrance to Interstate 280 lies within ½ mile of the branch, providing cross-town access and access to the Peninsula.

To facilitate access for persons with disabilities, there are curb cuts on every corner within 500 feet of the branch. No off street parking is provided by the branch library, but there are 15 - 1 hour metered spaces on Ocean Ave. within 500 feet of the branch library, as well as 2 additional metered spaces available after business hours. There are also 22- 1 hour parking spaces available on Ocean Ave. within 500 feet of the branch library. On side streets there 96 spaces within 500 feet of the branch library. Most of these are in residential parking permit areas and are limited to two hours, while 10 of them are in a 1- hour parking zone. There is one handicapped parking space across the street from the branch library. Further than 500 feet from the branch library are additional metered spaces on Ocean Ave., and parking controlled by residential parking permits on the side streets.

Future planning for the area emphasizes maximizing parking for people coming to Ocean Avenue for short-term purposes, including conversion of some existing parallel parking to diagonal parking; installation of parking meters on side streets to discourage long-term parking; and extending parking meters to the stretch of Ocean Avenue east of the branch library, which is currently zoned as 1- hour parking but not metered.

Proximity to Major Thoroughfares

List the major arterial routes in the library service area with the most recent traffic counts (number of vehicles per day):

	<u>Street Name</u>	<u>Number of Blocks from Site</u>	<u>Traffic Count</u>	<u>Count Date</u>
1. >	Ocean Avenue West of Howth Street	4	24,143	01/15/99
2. >	Ocean Avenue West of San Fernando Way	18	18,817	09/14/98
3. >	Ocean Avenue East of Cayuga Avenue	9	6,152	05/13/96
4. >	Ocean Avenue East of Phelan Avenue	4	29,084	09/07/94

Library Automobile Parking

1. Number of library parking spaces available off street, on library site..... > 0 spaces
2. Number of library parking spaces available off street, off library site..... > 0 spaces
(within 500 feet of front door)
3. Number of parking spaces available on street..... > 133 spaces
(within 500 feet of front door)
4. Total Number of Spaces Available for Library Parking..... > 133 spaces

Zoning Requirements

5. Number of on-site library parking spaces required by local zoning..... > 0 spaces
6. Was a zoning variance or waiver obtained for the project for parking?..... > Yes ☐ No ☒
7. If so, by how many spaces were the parking requirements reduced?..... > 0 spaces
8. Provide number of square feet per parking space as required by local zoning..... > 0 SF
9. If no local zoning requirement, provide the average number of square feet per parking space used in the project calculations..... > 0 SF

Automobile Parking to Building Square Footage Ratio

10. Calculate:
$$\frac{\text{\# of Square Feet of Parking}}{\text{\# of Square Feet of Building}} = \frac{\text{ } - \text{ SF}}{\text{6,100 SF}} = \underline{0.00} \text{ SF of Parking / 1 SF of Building}$$

Example:
$$\frac{\text{\# of Square Feet of Parking}}{\text{\# of Square Feet of Building}} = \frac{15,000 \text{ SF}}{10,000 \text{ SF}} = \underline{1.50} \text{ SF of Parking / 1 SF of Building}$$

Library Bicycle Parking

11. Total Number of Spaces Available for on-site Library Bicycle Parking..... > 5 spaces

Parking Rationale

Describe the rationale behind the amount of parking that will be available for the project, including: (1) the location of the automobile parking (on-site or off-site), both within and beyond 500 feet of the library entrance; (2) local zoning requirements; (3) the availability of public transportation; (4) bicycle parking and bicycle and pedestrian paths; and (5) any other considerations impacting automobile parking requirements including, but not limited to, parking partnerships with shared use agreements.

The Ingleside Branch Library is well served by mass transit, the branch library is easily accessible to pedestrians and bicyclists, and there is abundant on-street parking nearby. The branch library will be located within the Ocean Avenue neighborhood commercial district, the heart of the neighborhood and a short walk from the Balboa BART (Bay Area Rapid Transit) Station. Ocean Avenue is designated as an official city bike route. For pedestrians, the branch library is surrounded by sidewalks, and there are curb cuts on all corners near the branch library to facilitate handicapped access to the branch. The Ingleside Branch Library has excellent mass transit options, with 9 transit stops within ¼ mile of the branch. Six different transit lines bring people to the Ingleside neighborhood. The K streetcar line runs above ground directly along Ocean Avenue, stopping within ½ block of the branch. There is a handicapped K stop 1 block away. The nearby Phelan Loop transit hub brings 4 bus lines within ¼ mile of the branch library, and the 29 bus line stops in front of the branch library.

Like many urban areas, San Francisco is a "Transit First" city dedicated to developing a transportation infrastructure that is based on mass transit options that meet the needs of its residents and visitors, is environmentally friendly, and conducive to urban sustainability. In the Balboa Park Station Area Plan, emphasis is placed on maximizing parking for people coming to Ocean Avenue for short-term purposes such as shopping or using the branch library. The Department of Planning document includes plans to: improve pedestrian access by installing boldly-marked crosswalks so drivers will be aware that pedestrians are crossing; designate Holloway Avenue, a street that runs parallel to Ocean two blocks to the south as a "bicycle boulevard;" increase parking, including conversion of some existing parallel parking to diagonal parking; install parking meters on side streets to discourage long-term parking close to the shopping area; and extend parking meters to the stretch of Ocean Avenue east of the branch library which is currently zoned as 1 hour parking but not metered. There are also plans to find nearby parking for local merchants and workers so that they will not take up spaces meant for Ocean Avenue shoppers.

The same types of concerns, the need for wide sidewalks and pedestrian paths, were echoed in the Library's needs assessment process. The Library found that the vast majority of users of the current leased site of the branch library (located 4 blocks west of the new site) are residents, people who work close by and teachers and students from neighborhood schools.

The San Francisco Planning Department environmental review (August 28, 2003) for this project, applying the *San Francisco Planning Code* Section 151, Schedule for Required Off-street Parking Spaces, concluded that 'no off-street parking is required'. Public parking is not a requirement of City spaces or buildings providing public service. The current facility does not have dedicated parking and the new site will not include off street parking. However, the Library remains committed to ease of accessibility to the Ingleside Branch Library.

Visibility

Describe how visible and prominent the public library building will be within the library service area.

The new Ingleside Branch Library is centrally located in its service area and has a prominent corner location on the main commercial thoroughfare, Ocean Avenue. It is located 1 mile to the east of Junipero Serra Boulevard, a major north-south thoroughfare, and .5 miles to the west of Highway 280, a heavily used east-west freeway that connects San Francisco to the San Mateo peninsula. The branch library will be on the northeast corner of a busy street on the eastern edge of the neighborhood commercial district. The branch library will serve as a bridge from the 1-2 story commercial buildings to the west and the multi-story mixed-use development that is being planned as its neighbor to the east. Beyond the mixed use development is the San Francisco City College's main campus, which has multi-level buildings that are set back from the street. The City College campus is undergoing master planning and is planning for a new arts/cultural facility that will also face Ocean Avenue. The design of the branch library provides for an exciting, uniquely shaped element on the corner of the site with an adjacent plaza area and building massing on Ocean Avenue frontage. The new branch library will be a significant visual improvement over the fenced auto repair shop that is currently on the site. There will also be a green space that will separate the branch library from the planned mixed-use development on its eastern side.

Community Context & Planning

Describe the proximity of the proposed site to other facilities and areas of the community, and how that proximity enhances the use of the library by the residents in the library service area. Describe the appropriateness of the proposed site including whether the proposed library project will contribute to the establishment, redevelopment, or revitalization of a community or downtown core, business district, or neighborhood. Describe how the proposed library is connected to other uses, including public use facilities, by a full range of transportation and pedestrian options.

The library site is a corner location on the busy main thoroughfare of the Ingleside neighborhood, Ocean Avenue. The new site, at .2 miles away, is easily reachable from the current site. The site is also adjacent to a larger commercial property which is being developed as a mixed-use retail and housing development. The site is very close to the main campus of San Francisco City College, used by over 35,000 students daily. The site is centrally located on the busy commercial avenue which is the heart of the Ingleside neighborhood. The site has close proximity to both retail businesses and residential neighborhoods. The site is also .5 miles from the entrance/exit to Interstate 280, a major east/west artery through southwestern San Francisco, as well as .5 miles from the Balboa Park BART (Bay Area Rapid Transit) station. The site is within several blocks of 2 elementary schools, 2 middle schools and 2 high schools.

Ocean Avenue is the main traffic and commercial artery of the neighborhood. Once a thriving area with supermarkets, banks and shops for residents, the 1980's and early 1990's saw a period of decline. In the Balboa Park Station Area Plan, the City's Planning Department focused on ways to improve the neighborhood, including the establishment of the new branch library on a key corner site. The City is making an investment in this neighborhood by providing enhanced light rail service, sidewalk repaving and lighting upgrades on Ocean Avenue. The new branch library will replace an unsightly auto repair shop which was seen as a neighborhood blight by the community. The new branch library will serve as the bridge between the older, established retail area and the new, more densely developed area as well as the City College campus. Also, there is a Public Utilities Commission easement between the branch library property and the site for the planned mixed-use development. This easement is planned to be developed as open, green space between the branch library and the higher and denser mixed-use project, which will create a sense of uniqueness for the branch library on the streetscape. Many bus and light rail lines run through this neighborhood, with Ocean Avenue as the key corridor. The new site is .5 miles from the Balboa Park BART (Bay Area Rapid Transit) station, which is a main switching point for transportation throughout the Bay Area.

Site Selection Process

Describe the site selection process including community and planning department involvement, consultant assistance, as well as any other pertinent activities associated with determining the best site for the library project.

The Library worked closely with the community and the Planning Department in selecting the branch library site. While the Library was looking for the site, the Planning Department was developing the Balboa Park Station Area Plan, which is the neighborhood that includes the new branch library site. Close collaboration occurred. The Library also worked closely with the City's Department of Real Estate to identify sites in the neighborhood that met the Library's criteria of at least 8,000 square feet, to accommodate a 6,100 square foot facility, with good visibility and easy access. The Ingleside Branch Library is currently in a leased 1920's Bank of America facility which is architecturally charming but does not function well as a library. In March 2001, 8 possible sites were presented at a community meeting, including the existing location. The field was quickly narrowed to 4. The 4 sites were studied further, including an in-depth analysis of the existing leased location that showed renovation was not feasible. In April 2002, the Library Commission authorized staff to enter into negotiations for the proposed library site at 1298 Ocean Avenue. Negotiations were successful and the City purchased the site in November 2003. This site, at 11,120 square feet, was determined to be the most appropriate due to possibility of future expansion, the flat terrain of the site and the location on a prominent corner of the neighborhood. Currently, there is an auto repair shop on the property which is a blight in the neighborhood, and residents are eager to welcome the new branch library on this site. The site is adjacent to a larger commercial site which is being planned for mixed-use retail and housing and will blend well with the new branch library. The planned library use on the corner site was included in the Balboa Park plan. The Library was also successful, with the help of the neighboring Westwood Park subdivision residents, in conducting an election among the property owners to remove the library site from the 1917 subdivision's conditions, covenants and restrictions (CCR's) that could have limited full utilization of the property and impacted the design of the new building.

Site Selection Summary

Describe why the proposed site was selected and why it is the best available location for the proposed public library project. If there are problems with the proposed site, are there mitigating circumstances that lessen the negative impact of the problem or problems? Describe any proposed design solutions that may moderate the site's drawbacks.

Identifying available properties of at least 8,000 -10,000 square feet in a city as densely populated and as developed as San Francisco is a great challenge. Another limitation that the Library imposed on its site review was that we would not displace any current housing, so the field of site choices was very limited in Ingleside and other neighborhoods as well.

The Library worked closely with the community in identifying and vetting potential sites in Ingleside. The Ingleside commercial strip on Ocean Avenue has informal boundaries that are set by the neighborhood residents; the Library was successful in identifying a site within these parameters. The Library also worked closely with the Planning Department in integrating the Library's needs and desires for its site in the Balboa Park Station Area Plan, which is the City's planning area that includes the branch library site. The location and integration of the new library on Ocean Avenue is a key element of the plan. Planning staff has been very involved in all the siting and design considerations for the new branch.

There has been much community interaction regarding the selection of the site for the new Ingleside Branch Library. The first community meeting was held on March 28, 2001, where eight sites, including the current leased facility, were identified by the City's Department of Real Estate as potential locations for the new branch. The attendees at the meeting quickly reduced that field to four, including one site that was not initially identified by the Department of Real Estate. Much research was done on these sites, including a detailed analysis of the current leased site, which could have been purchased and permanently converted into a library facility.

By April 2002, the sites, due to a variety of reasons, had been narrowed to two, the current leased facility and the site that the City has now purchased. The current leased facility does not meet the State's definition of a permanent facility. Although the current facility is in a good location on Ocean Avenue and has attractive historical architectural features, it is a former bank building and is not designed to be an efficient branch library. Even though the building could have been renovated, it would not have provided the design flexibility that can be achieved in a new facility. On April 18, 2002, the Library Commission authorized the City's Department of Real Estate to negotiate to obtain the "Sunset Auto" site; the City has been successful in those negotiations and purchased the site in November 2003.

The library site was selected for several key reasons. It is a corner site of 11,120 square feet that will provide a prominent, easily visible and accessible location for the new branch library and also will provide room for future expansion. Also, the current use on the site is an auto garage. It is unsightly to public view, cars being repaired create traffic and parking hazards, and the gateway corner to the Ingleside neighborhood does not represent an exciting or welcoming view into the neighborhood. The new branch library will provide an exciting and uplifting presence in the neighborhood. The new Ingleside Branch Library will be designed with some plaza area on Ocean Avenue as well as much active space that is close to the sidewalk's edge, and will bring activity to the busy streetscape. Also, the site and the proposed branch library create an interesting transition between the primarily 2-story commercial district to the west of the site on Ocean Avenue and the proposed multi-story mixed-use development that is to the east of the site and is also adjacent to City College.

The site is flat and somewhat angular, but basically square. There is a Public Utilities Commission easement on the easterly side of the site which will be developed into a natural areas green space. The site was used as an auto repair shop but has been cleared of any toxic substances and was certified as clean by the City's Health Department. Although there were no physical problems with the site, there was one possible limitation on design that was corrected. The site is located in the Westwood Park subdivision, which was established in 1917. Properties in the subdivision are regulated by covenants, conditions and restrictions (CC&R's) regarding design restriction on properties within the subdivision. The Library, with the assistance of the Westwood Park Association, was able to have an amendment approved by the property owners that removed the Library from the CC&R's of the subdivision, thus lifting design restrictions that would have impacted the full benefit of use of the site for the new branch library. This was the first amendment to the Westwood Park CC&R's that has been passed in over 40 years. The immediate neighbors strongly support this project, as does the entire neighborhood.

Site Description

Size

The total square footage of the library site should equal the square footage shown in 1 through 8 below:

All Projects (Except Multipurpose Buildings)

Square Footage

1. Proposed Library Building Footprint ¹	>	6,100 SF
2. Proposed Library Surface Parking Lot	>	0 SF
3. Proposed Library Parking Structure Footprint ¹	>	0 SF
4. Future Library Building Expansion Footprint ¹	>	0 SF
5. Future Library Parking Expansion	>	2,400 SF
6. Required Local Zoning Set-Backs	>	0 SF
7. Desired Aesthetic Set-Backs & Amenities	>	1,920 SF
8. Miscellaneous & Unusable Space	>	700 SF
9. Total Square Footage of Library Project Site	>	11,120 SF
10. Proposed Under-Building Parking	>	0 SF

¹ "Footprint" means the square footage of surface area of the site that a building or structure occupies. For example, a single story 10,000 square foot building would have a 10,000 square foot footprint, but a two-story 10,000 square foot building with 5,000 square feet on each level would have a footprint or 5,000 square feet.

Multipurpose Building Projects Only

	A	B	C	D
	Library²	Library Portion	Other³	Other³
	Dedicated	of Common	Common	Dedicated
	SQ FT	SQ FT	SQ FT	SQ FT
1. Proposed Building	>			
2. Proposed Surface Parking Lot	>			
3. Proposed Parking Structure	>			
4. Future Building Expansion	>			
5. Future Parking Expansion	>			
6. Required Local Zoning Set-Backs	>			
7. Desired Aesthetic Set-Backs & Amenities	>			
8. Miscellaneous & Unusable Space	>			
9. Total Square Footage of Multipurpose Project Site	>			
10. Proposed Under-Building Parking	>			

² Library means that portion of the project that provides space for the delivery and support of public library direct services, including joint use school library services (co-location or joint venture).

³ "Other" uses means any other space that does not provide for the delivery and support of public library direct services.

Zoning

Classification

1. What is the current zoning classification of the site? > NC-2, 40-X height & bulk district

2. Will the site have to be rezoned to build the project?

Yes ☐ No ☒

Variance or Waiver

3. Will a zoning variance or waiver be needed to build the project?

Yes ☒ No ☐

4. If so, list the date the variance or waiver has been or will be granted:

> 04/01/04
(Date)

Permits & Fees

Permit & Fees Identification

Provide a list of any site permits or fees that have been or will need to be obtained:

	<u>Permit or Fee</u>	<u>Cost of Permit or Fee</u>	<u>Date Obtained or will be Obtained</u>
5. >	<u>Planning Approvals</u>	<u>\$ 12,230</u>	<u>09/01/04</u>
6. >	<u>Building Permit & Plan Check</u>	<u>\$ 21,800</u>	<u>09/01/05</u>
7. >	<u>Site Acquisition Fees</u>	<u>\$ 26,600</u>	<u>11/18/03</u>
8. >	<u>Demolition Permit</u>	<u>\$ 5,350</u>	<u>01/15/04</u>

Drainage

9. Is the site in the 100-Year Flood Plain?

Yes ☐ No ☒

10. Do any watercourses that require control drain onto the site?

Yes ☐ No ☒

11. Do any watercourses that require control drain off the site?

Yes ☐ No ☒

12. Is the storm sewer system currently adequate to prevent localized flooding of the site?

Yes ☒ No ☐

Describe any necessary mitigation measures regarding drainage.

The City and County of San Francisco has no separate Storm Drainage System. The sewer system is currently adequate to prevent flooding of the site. There has been no flooding of the site recorded. Roof drains are not permitted to flow onto property or streets. Roof drains are included in the calculations for design of sanitary sewer utility lines for the project.

California Environmental Quality Act (CEQA)

CEQA Litigation

Are there any unresolved legal actions pending against the project regarding CEQA compliance? If so, provide the case name, court number, and a brief explanation.

There are no unresolved legal actions pending regarding CEQA compliance. The project is categorically exempt. On August 28, 2003 the Planning Department issued a Certification of Determination of Exemption/Exclusion from Environmental Review for the Ingleside Branch Library project. Please see the attached Certificate of Determination in the Supporting Documents. The certificate states that the construction of a library would have no significant environmental effects and thus is appropriately exempt from environmental review under Class I (l) (3), and Class 3 (c).

Energy Conservation

Describe what measures (include building design, solar orientation, materials, mechanical systems, natural ambient lighting, etc.) are planned to reduce energy consumption and operating costs for the library.

The proposed design's orientation, massing, and fenestration responds to site opportunities for energy conservation by incorporating sustainable design concepts to exceed San Francisco's stringent "green building" ordinances. The L-shaped design maximizes north and south-facing exposures, while minimizing western exposure. Generous use of north and south-facing glazing and clerestory windows provide day lighting throughout the library. South facing glazing will have solar control louvers, that allow maximum glare-free natural daylighting without heat gain. Further energy savings will be realized through the use of lighting controls such as a stepped dimming system which automatically reduces interior electric lighting to compensate for the natural daylighting contributions. Occupant-sensor lighting controls will be used in program room, restrooms, and staff work areas. The resulting reduction of interior electrical lighting power needs will reduce power consumption year-round.

In addition to daylighting, the use of mechanically-assisted natural ventilation will increase energy savings. The project proposes to use window and door systems that have insulated glass with thermal breaks and solar thermal storage by choice of interior finishes (designed for winter sun angles). Operable windows in the high clerestory window bands are part of a passive cooling strategy that makes use of natural cross ventilation. This area of the city is conducive to year round use of predominantly natural ventilation for its heating and cooling needs.

Other sustainable design concepts utilized are drought tolerant native plant species; reduction of ambient heat through tree shading and paving systems; water use control through plumbing fixture selection and irrigation control; high R-value insulating materials in the building envelope; reduced impact on landfill through salvaging and recycling; use of locally produced renewable materials; selection of materials that produce less pollution in manufacturing and contain less toxicity when installed.

In addition, lighting, heating, security and life safety systems will be remotely monitored with the ability to adjust energy usage as needed and during off-hours and holidays and to pinpoint energy wasting maintenance problems immediately. Systems will report back to the Main Library's Central Monitoring System.

Historic Buildings

Historic Status

1. Was the existing building, if it is being renovated or expanded as part of the project, or any buildings on adjacent properties, built longer than 50 years ago?

Yes ☐ No ☒

Is the existing library building project, or any buildings on adjacent properties:

2. On the National Register of Historic Places?

Yes ☐ No ☒

3. A National Historic Landmark?

Yes ☐ No ☒

4. A National Monument?

Yes ☐ No ☒

5. On County or Municipal Historic Designation list?

Yes ☐ No ☒

6. On the California Register of Historical Resources list?

Yes ☐ No ☒

7. A California Historical Landmark?

Yes ☐ No ☒

8. A State Point of Historical Interest?

Yes ☐ No ☒

Federal Compliance

9. Will this project utilize Federal funds or require a permit or license from a Federal Agency?

Yes ☐ No ☒

10. If yes, has the review process required by section 106 of the National Historic Preservation Act been completed?

Yes ☐ No ☐

If not, please explain.

State Historic Preservation Office (SHPO)

1. Has the State Historic Preservation Office been contacted regarding the project?

Yes ☐ No ☒

If yes, summarize any comments received from SHPO. Does the project meet the Secretary of the Interior's Standards for the Treatment of Historic Properties? Please explain.

Local Historic Preservation Ordinance

2. Is there a local historic preservation ordinance that applies to the proposed project site or any adjacent properties?

Yes ☐ No ☒

If yes, briefly specify any applicable requirements or restrictions, such as height limits, etc. Further, describe any ways that the proposed project's conceptual design plans are not substantially in compliance with the local historic preservation ordinance.

Geotechnical Report

Identify and summarize any special geologic conditions, including, but not limited to, compressible and expansive soils, tunnels and mine shafts, unstable slopes, active seismic zones, excessive ground water and areas prone to liquefaction. Indicate if these conditions will prevent the use or significantly increase the cost of developing the site for a public library building.

After reviewing existing site data, field investigation, soils testing and engineering analyses, the firm of Fugro West, Inc. completed the Geotechnical Report dated February 2003 attached. It was concluded the new one story building may be supported on isolated or continuous spread footings 1.5 to 2 feet below adjacent grade on a layer of recompacted onsite soils. Geotechnical recommendations and design parameters are given for seismic design, site grading, foundations and slab on grade. The following is a summary of geologic conditions:

Compressible and expansive soils: Beneath the pavement section, borings encountered 6 to 7 feet of loose to medium dense soils, predominantly sandy with minor amounts of silt and clay and layers of cohesive material. Below these depths, the natural soils are generally stiff to very stiff or dense to very dense. Below 15 feet, cemented sands of the Colma Formation extended to the maximum depth explored (45 feet).

Tunnels and mine shafts: There are no tunnels or mine shafts underlying the site. In October 1997, an underground storage tank was excavated from a location in the southeast quadrant of the site and backfilled with pea gravel and clean imported sand. No UST's exist on the site purchased by the Library and the site has been cleared by the Department of Public Health.

Unstable slopes: The site slopes gently downward towards the west and has an approximate elevation of +275 feet (MSL Datum).

Active seismic zones: Though the site is in a seismically active region, it is not located within a State of California Alquist-Priolo Earthquake Hazard Zone. The site is approximately 4.6 kilometers from a Type A Seismic Source (the San Andreas Fault) as shown on the Active Fault Near-Source Zones Map accompanying the 1997 Uniform Building Code. The structure is recommended to be designed to resist lateral and uplift forces according to local design practice and seismic design criteria given.

Ground water: Groundwater monitoring data from March 1996 to May 2002 indicates that the depth to groundwater at the site varies between 11.7 and 22.7 feet below grade.

Areas prone to liquefaction: The upper 6 to 7 feet of soil at the site includes loose to medium dense sand. Under natural conditions, these soils are generally above groundwater and unsaturated, and therefore sufficiently dense not to be prone to liquefaction. The Geotechnical Report judged the overall risk of liquefaction at the site to be very low.

Impact on cost: The conditions noted in the Geotechnical Report will not significantly increase the cost of developing or prevent the use of the site for a public library building. Section 5 of the Geotechnical Report gives specific recommendations for design and structural calculations. These recommendations have been followed and are reflected in the conceptual design and cost estimate included in this application.

Demolition

Describe any necessary demolition of structures and the associated costs involved with the site.

(If no demolition, indicate by "N/A")

<u>Structure(s) to be Demolished</u>		<u>Demolition Cost Estimate</u>
1. >	Auto Mechanic Shop	\$ 84,000
2. >		\$
3. >		\$
4. >		\$
5. >		\$
6. >		\$
Total Demolition:		> \$ 84,000

Utilities

Describe availability of utilities and associated costs if any utilities are not currently located within 100 feet of a property line of the site.

<u>Utility</u>	<u>Availability</u>	<u>Cost to bring Service to Site (Ineligible)</u>
1. Electricity	Yes <input checked="" type="radio"/> No <input type="radio"/>	> \$ 0
2. Fiber Optic Cable	Yes <input type="radio"/> No <input checked="" type="radio"/>	> \$ 0
3. Telephone	Yes <input checked="" type="radio"/> No <input type="radio"/>	> \$ 0
4. Gas	Yes <input checked="" type="radio"/> No <input type="radio"/>	> \$ 0
5. Cable TV	Yes <input checked="" type="radio"/> No <input type="radio"/>	> \$ 0
6. Storm Sewer	Yes <input type="radio"/> No <input checked="" type="radio"/>	> \$ 0
7. Sanitary Sewer	Yes <input checked="" type="radio"/> No <input type="radio"/>	> \$ 0
8. Water	Yes <input checked="" type="radio"/> No <input type="radio"/>	> \$ 0

Site Development

(All off-site costs beyond 100 foot utility tie-ins are local ineligible expenses, but shall be identified and included in the budget estimate under ineligible site development costs.)

<u>Site Development Costs</u>	<u>Eligible</u>	<u>Ineligible</u>
1. Utilities.....	> \$ 127,150	\$
2. Cut, Fill & Rough Grading.....	> \$ 13,000	\$
3. Special Foundation Support (pilings, etc.).....	> \$ 0	\$
4. Paving, curbs, gutters & sidewalks.....	> \$ 51,750	\$
5. Retaining Walls.....	> \$ 0	\$
6. Landscaping.....	> \$ 87,000	\$
7. Signage.....	> \$ 24,850	\$
8. Lighting.....	> \$ 16,250	\$
9. Removal of underground tanks.....	> \$ 0	\$
10. Removal of toxic materials.....	> \$ 0	\$
11. Rock removal.....	> \$ 0	\$
12. Traffic signals.....	> \$ 0	\$
13. Other (Specify):	> \$ 0	\$
14. Other (Specify):	> \$ 0	\$
15. TOTAL SITE DEVELOPMENT COSTS:.....	> \$ 320,000	\$

FINANCIAL INFORMATION

Normal Public Construction Costs in the Applicant's Area

For projects with new construction only (i.e., constructing a totally new library building or the expansion to an existing building)

Construction Cost Index Approach:

To justify the eligible projected construction cost estimate for new construction, applicants shall complete the following:

1) January 2002 current costs per square foot:

- A. For new facilities: **\$202 /SF**
 B. For square footage added to an existing building, i.e. "expansions": **\$238 /SF**

Multiply the appropriate County Locality adjustment Factor (2B) by the appropriate new cost per square foot figure (2C) (See section 20436 (c) (1) to obtain the "Locally Adjusted Construction Cost per Square Foot" figure (2D):

2)A. County: >	City & County of SF	B. Adjustment Factor: >	1.2	X	C. New Cost/SF: >	\$ 202 /SF = D. >	\$ 242 /SF
	Name of Project County					(Select: 1A or 1B)	
[Example:	Solano		1.07	X		\$ 202 /SF =	\$ 216 /SF]

3) A. Locally Adjusted Construction Cost Per Square Foot: > \$ 242 /SF
 (Re-enter Line 2D)

The "Locally Adjusted Construction Cost per Square Foot" (3A) figure may be increased by 1/5 percent per month for each month from January 1, 2002, through to the estimated mid-point of construction of the project.

Multiply the number of months (4A) times .002 (1/5%) to get an inflation factor (4B). Multiply the inflation factor (4B) times the "Locally adjusted Construction Cost per Square Foot" figure (4C) to get an "Additional Cost per Square Foot" figure (4D)

4) A. of Months: >	53 X .002 =	B. Factor: >	.106	X	C. Construction \$/SF: >	\$ 242 /SF =	D. >	\$ 26 /SF
	(1/5%)					(Re-enter 3A)		
[Example	14 X .002 =		.028	X		\$ 216 /SF =		\$ 6 /SF]

Add the resulting "Additional Cost per Square Foot" figure (5A) to the "Locally Adjusted Construction Cost per Square Foot" figure (5B) to get the "Eligible Projected Construction Cost per Square Foot" figure (5C):

5) A. Cost/SF: >	\$ 26 /SF +	B. Construction \$/SF: >	\$ 242 /SF =	C. Construction \$/SF: >	\$ 268 /SF
	(Re-enter 4D)		(Re-enter 4C)		
[Example	\$ 6 /SF +		\$ 216 /SF =		\$ 222 /SF]

The total "Eligible Projected Construction Cost" for the project is calculated by multiplying the "Eligible Projected Construction Cost per Square Foot" figure (5C) by the total number of square feet of new construction:

6) The Eligible Projected Construction \$/SF:	>	\$ 268 /SF
Multiplied By		(Re-enter 5C)
7) The Square Footage of New Construction:	>	6,100 SF
Equals		
8) The Eligible Projected Construction Cost:	>	\$ 1,634,800

If the projected construction cost estimated by the project architect is lower than the figure in Line 8, the applicant shall use the lower figure as the normal public construction cost in the applicant's area.

A 10% project contingency amount is allowed and is calculated by multiplying the total Eligible Projected Construction Cost by 10%:

9) Eligible Contingency: (10% of Line 8)	>	\$ 163,480
--	---	------------

Comparable Public Construction Approach:

As an alternate to the Construction Cost Index approach to estimating normal construction costs in the applicant's area, the applicant may employ a local public construction cost comparison approach to calculate the Eligible Projected Construction Cost figure. [See section 20436 (c) (3)]. List a minimum of three comparable public construction projects that have been bid within the applicant's County within three years of the Board's deadline for application.

Comparable public construction projects are public libraries, community colleges, post offices, museums, courthouses, city halls, auditoriums, convention centers, civic centers, senior citizens centers, public schools, and recreation centers.

The costs listed shall be for construction of the building only and exclusive of any site acquisition, demolition, development, utilities, or landscaping; surface and under building parking; works of art; shelving; furniture; built-in service desks, counters, workstations, or other casework; movable equipment; or architectural and engineering fees.

	Project	Date Bid	Construction Cost/SF	Example:
A. >	_____	_____	\$ _____ /SF	\$ 230 /SF
B. >	_____	_____	\$ _____ /SF	\$ 210 /SF
C. >	_____	_____	\$ _____ /SF	\$ 220 /SF
D. >	_____	_____	\$ _____ /SF	_____ /SF
E. TOTAL		>	\$ _____ /SF	\$ 660 /SF

10) Locally Determined Comparable Cost per Square Foot (\$/SF):

> \$ _____ /SF Divided by > _____ = > \$ _____ 0 /SF
 Re-enter Line E # of Projects Locally Determined Comparable Cost per Square Foot

[Example \$ 660 /SF Divided By 3 = \$ 220 /SF]

The "Locally Determined Comparable Cost per Square Foot" (10) figure may be increased by 1/5 percent per month for each month from January 1, 2002, through to the estimated mid-point of construction of the project.

Multiply the number of Months (11A) times .002 (1/5%) to get an inflation factor (11B). Multiply the inflation factor (11B) times the "Locally Determined Comparable Cost per Square Foot" figure (11C) to get the "Additional Cost per Square Foot" figure (11D):

Number	Inflation	Locally Determined	
11) A. of Months: > _____ X .002 = _____ (1/5%)	B. Factor: > _____ X	C. Comparable \$/SF: > _____ (Re-enter 10)	D. > \$ _____ /SF
[Example 14 X .002 = .028 X		\$ 220 /SF =	\$ 6 /SF]

Adding the resulting "Additional Cost per Square Foot" figure (12A) to the "Locally Determined Construction Cost per Square Foot" figure (12B) gives the "Eligible Projected Construction Cost per Square Foot" figure (12C):

Additional	Locally Determined	Eligible Projected
12) A. Cost/SF: > \$ _____ /SF + (Re-enter 11D)	B. Construction \$/SF: > _____ (Re-enter 11C)	C. Construction \$/SF: > \$ _____ /SF
[Example \$ 6 /SF +	\$ 220 /SF =	\$ 226 /SF]

The "Eligible Projected Construction Cost" is calculated by multiplying the "Eligible Projected Construction Cost per Square Foot" figure (12C) times the square footage of new construction:

13) The Eligible Projected Construction \$/SF:	> \$ _____ /SF (Re-enter 12C)
Multiplied By	
14) The Square Footage of New Construction:	> _____ SF
Equals	
15) The Eligible Projected Construction Cost:	> \$ _____

If the projected construction cost estimated by the project architect is lower than the figure in Line 15, the applicant shall use the lower figure as the normal public construction cost in the applicant's area.

A 10% project contingency amount is allowed and is calculated by multiplying the total Eligible Projected Construction Cost by 10%:

16) Eligible Contingency: (10% of Line 15) > \$ _____

Library Project Budget (All projects except Multipurpose Projects)

If there are no costs in any line item below for the project, specify by putting a zero "0" in the blank provided.

		<u>Eligible</u>	<u>Ineligible</u>
1)	New Construction..... >	\$ 1,634,800	\$ 0
2)	Remodeling Construction..... >	\$ 0	\$ 0
3)	Contingency..... >	\$ 163,480	\$ 0
4)	Appraised Value of Building..... >	\$ 0	\$ 0
5)	Appraised Value of Land..... >	\$ 1,680,000	\$ 170,000
6)	Site Development..... >	\$ 320,000	\$ 0
7)	Site Demolition..... >	\$ 84,000	\$ 0
8)	Site Permits & Fees..... >	\$ 65,980	\$ 0
9)	Site Option to Purchase Agreement..... >	\$ 0	\$ 0
10)	Furnishings & Equipment Costs..... >	\$ 727,100	\$ 0
11)	Signage..... >	\$ 59,200	\$ 0
12)	Architectural & Engineering Costs..... >	\$ 578,800	\$ 0
13)	Construction Cost Estimator Fees..... >	\$ 14,300	\$ 0
14)	Interior Designer Fees..... >	\$ 18,700	\$ 0
15)	Geotechnical/Geohazard Reports..... >	\$ 9,550	\$ 0
16)	Hazardous Materials Consultant Fees..... >	\$ 74,600	\$ 0
17)	Energy Audit, Structural Engineering, Feasibility & ADA Studies..... >	\$ 45,200	\$ 0
18)	Library Consultant Fee..... >	\$ 24,400	\$ 0
19)	Construction Project Management..... >	\$ 170,450	\$ 0
20)	Other Professional Fees..... >	\$ 84,250	\$ 0
21)	Local Project Administration Costs..... >	\$ 17,410	\$ 0
22)	Works of Art..... >	\$ 0	\$ 36,230
23)	Relocation Costs & Moving Costs..... >	\$ 0	\$ 10,000
24)	Acquisition of Library Materials..... >	\$ 0	\$
25)	Other (Specify): _____ >	\$ 0	\$ 0
26)	Other (Specify): _____ >	\$ 0	\$ 0
27)	Other (Specify): _____ >	\$ 0	\$ 0
28)	TOTAL PROJECT COSTS: >	\$ 5,772,220	\$ 216,230

Sources of Project Revenue (All projects except Multipurpose Projects)

29)	State Matching Funds (65% of Line 28 ¹ Eligible Costs).....	>	\$	3,751,943
30)	Local Matching Funds (Line 28 Eligible Costs minus Line 29).....	>	\$	2,020,277

[Must also equal the total of Lines 31 - 35]

Sources of Local Matching Funds:

31)	City.....	>	\$	1,865,277
32)	County.....	>	\$	
33)	Special District.....	>	\$	
34)	Private.....	>	\$	155,000
35)	Other (Specify):	>	\$	
36)	Local Credits [Land ² and A&E Fees].....	>	\$	
37)	Adjusted Local Match [Line 30 minus Line 36].....	>	\$	2,020,277
38)	Supplemental Local Funds [Same as Line 28 ineligible].....	>	\$	216,230
39)	TOTAL PROJECT INCOME: [Add Lines 29, 30, and 38].....	>	\$	5,988,450

¹ Up to a maximum of \$20,000,000² Land credit is not allowed for land acquired by funds from the "Class Size Reduction Kindergarten-University Public Education Facilities Bond Act of 1998" [See Education Code section 19995 (c) which references Part 68 (commencing with section 100400 of the Education Code)]**Projected Library Operating Budget**(New Public Libraries, including Conversion Projects except Multipurpose Projects)

EXPENDITURES		INITIAL START-UP EXPENSES	ANNUAL EXPENSES
1. Salaries/Benefits	>	\$ 100,381	\$ 290,070
2. Facilities Costs	>	\$	\$ 25,778
Insurance			
Maintenance [Including Custodial, Trash, Landscaping, etc.]			
Security			
Utilities			
Other (Specify):			
3. Equipment & Supplies Costs	>	\$ 4,000	\$ 2,500
Equipment			
Supplies			
4. Materials	>	\$ 25,000	\$ 50,000
Books, AV, Magazines, & Newspapers			
Electronic Services & Subscriptions			
Other Formats			
5. Other Allocations (As applicable to the proposed project)	>	\$	\$ 26,994
Administrative/Business Office			
Branch Operations			
Circulation Services			
Facilities & Capital Coordination			
Program Planning			
Technical Services			
Other (Specify):			
6. Miscellaneous (Other)	>	\$	\$ 0
7. TOTAL EXPENDITURES:	>	\$ 129,381	\$ 395,342

Multipurpose Project Budget (With Library Project Budget) *(Multipurpose Projects Only)*

If there are no costs in any line item below for the project, specify by putting a zero "0" in the blank space provided.

Line Items:	A Library¹ Dedicated Eligible	B Library Portion of Common Eligible	C Library Total Eligible	D Library Total Ineligible	E Other² Total Ineligible
1. New Construction	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
2. Remodeling Construction	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
3. Contingency	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
4. Appraised Value of Building	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
5. Appraised Value of Land	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
6. Site Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
7. Site Demolition	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
8. Site Permits & Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
9. Site Option Agreement	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
10. Furnishings & Equipment Costs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
11. Signage	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
12. Architectural & Engineering Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
13. Construction Cost Estimator Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
14. Interior Designer Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
15. Geotechnical/Geohazard Reports	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
16. Hazardous Materials Consultant Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
17. Energy Audit, Structural, ADA, & Engineering Feasibility Studies	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
18. Library Consultant Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
19. Construction/Project Management	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
20. Other Professional Fees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
21. Local Project Administration Costs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
22. Works of Art	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
23. Relocation Costs & Moving Costs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
24. Acquisition of Library Materials	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
25. Other (Specify): _____	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
26. Total Project Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

¹ *Library means that portion of the project that provides space for the delivery and support of public library direct services, including joint use school library services (co-location or joint venture).*

² *"Other" uses means any other space that does not provide for the delivery and support of public library direct services.*

Sources of Multipurpose Project Revenue (Multipurpose Projects Only)

27.	State Matching Funds (65% of Line 26 total eligible costs ¹).....	>	\$
28.	Local Matching Funds.....	>	\$

[Column C, Line 26 minus Line 27. Must also equal the total of Lines 29 -33.]

Sources of Local Matching Funds:

29.	City.....	>	\$
30.	County.....	>	\$
31.	Special District.....	>	\$
32.	Private.....	>	\$
33.	Other (Specify):	>	\$
34.	Local Credits [Land ² and A&E Fees].....	>	\$
35.	Adjusted Local Match (Line 28 minus Line 34).....	>	\$
36.	Supplemental Local Funds (Same as Line 26 Library (D) and Other (E) Total Ineligible).....	>	\$
37.	TOTAL PROJECT INCOME: (Add Lines 27, 28 and 36).....	>	\$

¹ Up to a maximum of \$20,000,000

² Land credit is not allowed for land acquired by funds from the "Class Size Reduction Kindergarten-University Public Education Facilities Bond Act of 1998" [See Education Code section 19995 (c) which references Part 68 (commencing with section 100400 of the Education Code)]

Projected Library Operating Budget (Multipurpose New Construction and Conversion Projects Only)

<u>EXPENDITURES</u>		<u>INITIAL START-UP EXPENSES</u>	<u>ANNUAL EXPENSES</u>
1. Salaries/Benefits	>	\$	\$
2. Facilities Costs	>	\$	\$
Insurance			
Maintenance [Including Custodial, Trash, Landscaping, etc.]			
Security			
Utilities			
Other (Specify):			
3. Equipment & Supplies Costs	>	\$	\$
Equipment			
Supplies			
4. Materials	>	\$	\$
Books, AV, Magazines, & Newspapers			
Electronic Services & Subscriptions			
Other Formats			
5. Other Allocations (As applicable to the proposed project)	>	\$	\$
Administrative/Business Office			
Branch Operations			
Circulation Services			
Facilities & Capital Coordination			
Program Planning			
Technical Services			
Other (Specify):			
6. Miscellaneous (Other)	>	\$	\$
7. TOTAL EXPENDITURES:	>	\$	\$

Financial Capacity *(New Construction and Conversion Projects Only)*

Applicants with new public library projects shall describe their financial capacity to open and maintain operation of the proposed library including anticipated revenue sources for library operations support.

The San Francisco Public Library has the financial capacity to operate the Ingleside Branch Library. The Library is funded by a unique operational funding measure (the Library Preservation Fund) that was passed by the voters in 1995. The Library receives a dedicated share of property tax (\$.025 of every \$100 in assessed valuation) and a formula-driven share of the City's General fund (about 2% annually) that uses the 1992/93 fiscal year as a baseline. This funding measure has a 15-year term and will conclude in 2010. The measure, which is a mandated set-aside of existing revenues for library purposes, will be introduced for voter re-authorization in 2007 or 2008. San Franciscans love their library system and it is highly likely that the reauthorization will pass. The Library Preservation Fund increased by at least 6% annually from 1998/99 through 2001/02. In 2002/03, there was a decline in funds of less than 1% in a very difficult fiscal time. Slow but steady growth is anticipated for the San Francisco economy and the Library Preservation Fund.

Because the current Ingleside library facility is in leased quarters with a ten-year lease, it is not considered to be an existing facility by the Proposition 13 regulations. But, because the Library is operating a facility, there is a current staff of 3.671 FTE (full-time equivalents) in place. The new branch is being designed with self-service features such as express checkout equipment, reserve self-pick up areas and pre-sorting of returns directly into a staff area, so that the new facility can operate with minimal additional staffing. In order to support the joint-use agreement with the Aptos Middle School, the first priority for additional staff will be increasing the current .4125 FTE Youth Services Librarian to a full-time position as well as additional 1.3 FTE clerical staff to support the increased activity that will result from the opening of the new branch. As other branches are renovated and made more efficient as a result of the Library's Branch Library Improvement Program, staff will be redistributed and deployed as strategically as possible based on neighborhood need and branch activity level.

Currently, \$38,000 is spent annually for the materials collection of the Ingleside Branch. That budget will be supplemented by \$25,000 for an opening day enhanced collection and will be increased by 30% to \$50,000 annually when the new building is open. Maintenance of the facility is also critical. The building is being designed to be as sustainable as possible. San Francisco Public Library maintains its facilities by its own staff and with the assistance of the Department of Public Works. The Library has an electrician, painter, carpenter and 10 building engineers on staff as well as custodial and security staff.

PROJECT TIMETABLE

Provide the timetable for the proposed project.

Show estimated dates of completion for future activities, as well as actual dates for activities already completed.

<u>ACTIVITY</u>		<u>DATE</u>
1. Planning and Land Use Permits Obtained (If Applicable)	>	09/15/04
2. Site Acquired (Obtain Possession by Purchase, Donation or Lease)	>	11/18/03
3. Schematic Plans Completion	>	01/16/04
4. Design Development Plans Completion	>	11/11/04
5. Working Drawings (90%) Completion	>	03/04/05
6. Construction Documents Completion	>	04/25/05
7. Project Advertised for Bids	>	05/09/05
8. Start of Construction	>	09/06/05
9. Estimated Mid-Point of Construction	>	06/06/06
10. Completion of Construction	>	03/08/07
11. Opening of Library Building to the Public	>	04/09/07
12. Final Fiscal & Program Compliance Review Completed	>	04/09/08

APPLICATION CERTIFICATION

SIGNATURES

The parties below attest to and certify the accuracy and truthfulness of the application for California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 funds. If the application is successful, the applicant agrees to execute the project on the basis of the application data provided herein including all supporting documents.

AUTHORIZED OFFICIAL OF THE APPLICANT JURISDICTION

Signature of Mayor, Chairperson of Board of Supervisors, or Head of District, authorized to make application for the local jurisdiction.

> _____
Signature

> _____
Date

> Gavin Newsom

Name (type)

> Mayor

Title (type)

LIBRARY DIRECTOR OF THE OPERATING LIBRARY JURISDICTION

I hereby affirm that the library jurisdiction, for which I am the administrative agent, approves of the application and will operate the facility as a public library after its completion.

> _____
Signature

> _____
Date

> Susan Hildreth

Name (type)

> City Librarian

Title (type)

- ***SUBMIT COMPLETED APPLICATION FORM AND SUPPORTING DOCUMENTS ACCORDING TO INSTRUCTIONS IN SECTION 20440***

- ***MAIL APPLICATION AND SUPPORTING DOCUMENTS TO:***

***Bond Act Fiscal Officer
Office of Library Construction
1029 J Street, Suite 400
Sacramento, CA 95814-2825***